

DEPARTMENTAL OPEN EXAMINATION
STATEWIDE

CONTINUOUS FILING

AV51/0413

An equal opportunity employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation. It is an objective of the State of California to achieve a drug-free State workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

THIS BULLETIN CANCELS AND SUPERSEDES ALL PREVIOUS BULLETINS.

WHO SHOULD APPLY	Applicants who meet the minimum qualifications as stated below. This is a departmental open examination. Applications will not be accepted on a promotional basis. Career credits do not apply.
CONTINUOUS TESTING INFORMATION	<p>The testing office will accept applications continuously and will notify and test applicants as needs warrant. Testing is considered continuous as closing dates (final filing dates) can be set at any time and eligible lists are merged. Applications personally delivered after the closing date will be held over for the next examination.</p> <p>A candidate may be tested only once during a testing period. The testing period for this examination is 12 months. The beginning of the testing period is based upon when an individual is placed on the eligible list. A person may not be examined more than once in a testing period. Therefore, if you have taken this examination within the last 12 months, you are not eligible to apply or compete in this examination. You must submit a state application (Form STD 678) to each testing period.</p>
HOW TO APPLY	<p><u>SUBMIT APPLICATIONS (FORM 678) TO THE FOLLOWING ADDRESS:</u> California Department of Food and Agriculture Examination Unit <i>Attention: Cindy Torres</i> 1220 “N” Street, Room 242 Sacramento, California 95814</p> <p><i>DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD.</i></p>
TESTING METHOD	The testing method used may be one or a combination of the following: ORAL OR WRITTEN EXAMINATION, EDUCATION & EXPERIENCE, OR SUPPLEMENTAL APPLICATION.
SPECIAL TESTING ARRANGEMENTS	If you have a disability and need special arrangements, mark the appropriate box in #2 of the application. You will be contacted to make specific arrangements. If you have not been contacted by the time you receive a notice to appear at a test, call the California Department of Food and Agriculture Exam Unit at (916) 654-0422.
REQUIRED IDENTIFICATION	<i>NOTE: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.</i>
SALARY RANGE	<p>Range A - \$4355 - \$5523</p> <p>Range B - \$4568 - \$5781</p>
ELIGIBLE LIST INFORMATION	A Departmental “Open” list will be established for the California Department of Food and Agriculture. Names of successful competitors are merged into the list in order of final scores, regardless of date. Eligibility expires 12 months after it is established.
REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	<p><i>NOTE: SUBMISSION OF TRANSCRIPTS REQUIRED TO VERIFY THE EDUCATION REQUIREMENT. FAILURE TO ATTACH TRANSCRIPTS MAY RESULT IN A DELAY OF YOUR APPROVAL TO COMPETE IN THE EXAMINATION.</i></p> <p><i>NOTE: ALL APPLICATIONS/RESUMES MUST INCLUDE: ‘TO” AND “FROM” DATES (MONTH/DAY/YEAR); TIME BASE; AND JOB TITLES. APPLICATIONS/RESUMES RECEIVED WITHOUT THIS INFORMATION MAY BE REJECTED</i></p>
MINIMUM QUALIFICATIONS	<p>Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as "Either" I, "Or" II, "Or" III, etc. For example, candidates possessing qualifying experience amounting to 50 percent of the required time of Pattern I, and additional experience amounting to 50 percent of the required time of Pattern II, may be admitted to the examination as meeting 100 percent of the overall experience requirement.</p> <p>Graduation with a Doctor's Degree in Veterinary Medicine from an institution of recognized standing. <i>(Registration in such an institution in the academic year in which the degree will be granted will admit applicants to the examination but evidence of possession of the degree must be produced before they can be considered eligible for appointment.)</i></p>
ADDITIONAL DESIRABLE QUALIFICATIONS	Possession of a valid driver license of the appropriate class issued by the Department of Motor Vehicles.
SPECIAL MEDICAL REQUIREMENT	Color vision adequate to successfully perform the job as measured by the Ishihara Pseudo-Chromatic Plate Test, or for persons failing the Ishihara, the Farnsworth D-15 Arrangement Test.

VETERINARY MEDICAL OFFICER (MEAT INSPECTION)		CONTINUOUS FILING
POSITION DESCRIPTION	<p>This is the entry and journey level class, incumbents learn and apply the principles, techniques, and methods of meat and poultry meat inspection. Under supervision, incumbents inspect slaughtering and processing establishments, livestock and poultry processed for food to ensure compliance with State and Federal laws. Incumbents perform ante mortem and post mortem livestock and poultry slaughter inspections for compliance with State and Federal laws; provide technical assistance to Meat Food Inspectors in meat and poultry processing establishments; and monitor the activities of Livestock Meat Inspectors and Poultry Meat Inspectors in licensed plants. As trainees gain experience and competence, they are expected to perform progressively more difficult work with a minimum of supervision; however, they are not regularly assigned the full range of journey level work, including the more difficult assignments.</p>	
EXAMINATION INFORMATION	<p>This examination will consist of a Qualification Appraisal Interview only. The interview will include a number of predetermined job-related questions.</p> <p><i>Competitors who do not appear for the interview will be disqualified.</i></p> <p>In order to obtain a position on the eligible list, a minimum rating of 70% must be attained in the interview.</p> <p>QUALIFICATIONS APPRAISAL INTERVIEW – WEIGHTED 100%</p> <p>The California Department of Food and Agriculture and the State Personnel Board reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.</p>	
SCOPE OF EXAM AND SCOPE OF ON-THE-JOB KNOWLEDGE AND ABILITIES	<p>In addition to evaluating the competitor’s relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitors:</p> <p>A. Knowledge of:</p> <ol style="list-style-type: none">1. Principles and techniques of veterinary medicine as applied to food-producing animals;2. Diagnostic characteristics, modes of transmission, distribution, and frequency of occurrence of animal and poultry diseases and parasites;3. Literature of veterinary medicine;4. Ante- and post-mortem examinations of livestock and poultry;5. Meat and poultry meat inspection and sanitary procedures;6. Principles of hygiene;7. Methods, materials, and equipment used in slaughtering, cutting, curing, smoking, and otherwise preparing meat and meat food products for human consumption;8. Characteristics of meat, poultry meat, and meat products;9. State, Federal and local laws, regulations, and activities relating meat processing plants. <p>B. Ability to:</p> <ol style="list-style-type: none">1. Identify the diseases and the parasites of livestock and poultry;2. Recognize conditions in livestock or meat which would make them unfit for human consumption;3. Conduct sanitation inspections;4. Evaluate product labels for accuracy;5. Prepare clear and comprehensive reports;6. Analyze situations accurately and take effective action;7. Interpret and apply the State and Federal laws relating to meat inspection;8. Determine the wholesomeness of meat and meat products;9. Read blueprints;10. Communicate effectively;11. Work with diverse groups of people;12. Develop and understanding of ethnic practices and customs related to meat and poultry products;13. Become familiar with emerging pathogens and with technology and equipment used in producing safe meat and poultry.	
EDUCATION AND EXPERIENCE	<p>If conditions warrant, this examination may utilize an evaluation of each competitor’s experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care in accurately and completely filling out his or her application. List all experience relevant to the “Requirements for Admittance to the Examination” shown on this announcement, even if that experience goes beyond the seven-year limit printed on the application. Supplementary information will be accepted, but read the “Requirements for Admittance to the Examination” carefully to see what kind of information will be useful to the staff doing the evaluation.</p>	
CAREER CREDITS	<p>Career Credits do not apply in this examination.</p>	
VETERANS PREFERENCE	<p>Veterans preference credits will not be granted in this examination.</p>	
QUESTIONS?	<p>If you have any questions regarding this announcement, please contact the California Department of Food and Agriculture, Examination Unit, 1220 “N” Street, Suite A-151, Sacramento, California 95814, (916) 654-0423.</p>	

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GENERAL INFORMATION

Americans with Disabilities Act, Title II: The California Department of Food and Agriculture (CDFA) is committed to a strong policy of equal employment opportunity. To this end, CDFA does not discriminate against or exclude any person from participating in the employment process, advancement, benefits of employment, or in the admission and access to programs or activities administered by CDFA on the basis of: race; color; national origin; ancestry; religion; creed; sex; marital status; sexual orientation; pregnancy; age; veteran status; political affiliation; or disability (including AIDS) as required by Title II of the Americans with Disabilities Act (ADA). Reasonable accommodations for qualified individuals with disabilities will be made available upon request. Candidates must be able to perform the essential functions of the position with or without reasonable accommodations.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. If an offer of employment is made, a medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required. All job offers are subject to an approval process.

If you meet the requirements stated, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

Applications are available at State Personnel Board offices, local offices of the Employment Development Department and the Department noted on the front.

It is the candidate's responsibility to contact the California Department of Food and Agriculture Examinations Unit three (3) days prior to the written test date if s/he has not received his/her notice.

If a candidate's notice of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, s/he will be rescheduled upon written request.

For an examination without a written feature it is the candidate's responsibility to contact the California Department of Food and Agriculture Examinations Unit at (916) 654-0422 three (3) weeks after the final filing date if s/he has not received a progress notice.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, oral interviews are scheduled in Sacramento, San Francisco, and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1. sub-divisional promotional, 2. departmental promotional, 3. multi-departmental promotional, 4. service-wide promotional, 5. departmental open, 6. open. Eligible lists will expire in from one (1) to four (4) years unless otherwise stated on this bulletin.

Interview Scope: If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress s/he has made in his/her efforts toward self-development.

Veterans Preference: California law limits the granting of veterans preference credits to entrance examinations. Directions for applying for veteran's preference are on the Veterans Preference Application form which is available from State Personnel Board office or written test proctors.

High School Equivalence: Equivalence to completion of the twelfth (12th) grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device.

CALIFORNIA RELAY (TELEPHONE) SERVICE FOR THE DEAF OR HEARING IMPAIRED:

FROM TDD PHONES: 1-800-735-2929 FROM VOICE PHONES: 1-800-735-2922